

PARTICIPANT HANDBOOK

Montgomery County Circuit Court Mental Health Court

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PROGRAM OVERVIEW: WHAT IS MENTAL HEALTH COURT?

Montgomery County Circuit Court Mental Health Court is a program offered as a special condition of your probation that provides an individualized Care Plan for each client. The Care Plan provides a variety of services and creates a support system for you that will allow you to live a productive stable life without engaging in criminal activities.

The program lasts a MINIMUM of 18 months which is broken up into three phases. The chart below explains each phase.

	Phase 1	Phase 2	Phase 3
Length of Phase	4 months	6 months	8 months
How often will I attend court?	Weekly	Once every 2 weeks	Once every 4 weeks
How often do I meet with mental health court staff?	Weekly	Once every 2 weeks	Once every 4 weeks
What is expected of me while residing at my housing placement?	Ability to demonstrate appropriate behavior at residence	Ability to maintain appropriate behavior at residence or demonstrate improvement	Ability to maintain appropriate behavior at residence or demonstrate improvement
What is expected of me while attending therapy sessions?	Compliant with therapy	Ability to maintain compliance with therapy or demonstrate progress	Ability to maintain compliance with therapy or demonstrate progress
What is expected of me while taking my prescribed medication(s)?	Compliant with medication	Ability to maintain compliance with medication or demonstrate progress	Ability to maintain compliance with medication or demonstrate progress

While in Mental Health Court, you will be working with the following people:

- Problem Solving Courts Coordinator to ensure smooth admission into the Mental Health Court program.
- Justice Clinical Assessment and Planning – Team (J-CAP): to ensure stabilization and to create your Care Plan.
- Case manager to ensure program compliance and provide referrals to services.
- Probation agent to ensure compliance with the terms of your probation.

Other important requirements of the program:

- You must reside in Montgomery County the entire time you are in Mental Health Court.
- You must reside in court approved housing and comply with all house rules.
- You must comply with any prescribed medication regimen as directed by your physician.
- You must report any and all new contact with law enforcement to the Court.
- You must not use, possess, or knowingly associate with any person who uses or possesses any illegal drug.

Upon admission to the Circuit Court Mental Health Court, you will be asked to sign the following agreement:

Montgomery County Circuit Court Mental Health Court Agreement

NAME: _____

CASE NUMBER(S): _____

Defendant petitions for acceptance into Circuit Court Mental Health Court and agrees:

1. I agree to successfully participate in the diagnostic evaluation as ordered by the Court and to successfully comply with the Care Plan to the satisfaction of the treatment provider, case manager, probation officer and Court.
2. I agree to comply with any prescribed medication regimen as directed by my physician.
3. I agree to sign an authorization for the release of any medical, treatment or social service records requested to facilitate the Mental Health Court process. I realize that this condition is necessary to coordinate treatment and any other needed services and to monitor compliance.
4. I understand that I must reside in court approved housing within Montgomery County and comply with all house rules. My probation agent can ensure that I am complying with this requirement by conducting a home visit at any time. I am not required to receive prior notice of the home visit.
5. I agree to keep the treatment provider, probation officer, case manager, and the Court advised of any issues or changes regarding housing, employment and/or volunteer work, medication, and treatment. I will report changes within **twenty-four (24) hours**.

I agree that I will not use, possess, or knowingly associate with any person who uses or possesses any controlled substance or illegal drug including, but not limited to, cocaine (powder, base, or "crack"), opiates, heroin, methadone, buprenorphine, methamphetamines, benzodiazepines, K2, MDMA, psilocybin, butane hash, or LSD.

I understand that I may be required to abstain from alcohol as indicated in my Care Plan.

I understand that I can be asked to report for drug and alcohol testing at any time while I am a Circuit Court Mental Health Court participant and that my failure to report will result in a sanction by the Court.

I will report for drug and alcohol testing as directed by my substance abuse treatment provider, case manager, probation agent, or PRRS staff.

6. I agree to report any and all new contact with law enforcement to the Court.
7. I understand that a failure to appear for a court date may result in an immediate bench warrant.
8. I agree that the Court may extend probation to allow me to successfully complete my requirements.
9. I agree that during my participation in Mental Health Court, the presiding Judge may impose sanctions and/or order termination from Mental Health Court for non-compliance.
10. The Court may impose sanctions or terminate Mental Health Court participation. If the Court orders my termination from Mental Health Court, I understand I could be remanded into custody pending sentencing or a show cause hearing to revoke probation.

I have read and understand this petition and hereby knowingly and voluntarily give up the rights listed on this petition, petition the Court for acceptance into Mental Health Court, and enter into this agreement. Being duly sworn to tell the truth, I, the undersigned, do hereby swear that I am eligible to participate in the Montgomery County Circuit Court Mental Health Court Program and I meet the eligibility requirements listed in this agreement

Participant's Signature

Date

Defense Counsel's Signature

Date

IMPORTANT PHONE NUMBERS

Case Management:

Jocelyn O'Rourke

Office: 240-773-3910

Cell: 240-550-1198

Justice Clinical Assessment and Planning – Team (J-CAP):

Noelle Gunzburg

Office: 240-773-3914

Cell: 240-205-1527

Office of the Public Defender:

Theresa Chernosky

Office: 301-563-8994

Department of Parole and Probation:

Jason Jones

Office: 301-998-6726

Problem Solving Court Coordinator:

Jenna Davis

Office: 240-777-9141

Cell: 301-646-3041

MENTAL HEALTH COURT HEARINGS

Mental Health Court hearings take place at the Montgomery County Circuit Court located at 50 Maryland Ave, Rockville, MD 20850.

Mental Health Court hearings are held on Friday afternoons at 1:30pm.

The judge presiding over the Mental Health Court hearings is The Honorable Gary E. Bair.

Judge Bair is located in courtroom 5G. If you need help finding the courtroom, please ask staff for assistance.

The time and frequency of your court appearances depends on your phase.

	Phase 1	Phase 2	Phase 3
Arrival Time	1:30pm	1:30pm	1:30pm
Frequency of Court Attendance	Weekly	Once every two weeks	Once every four weeks

CASE MANAGEMENT

Your case manager is responsible for reporting your program compliance to the Mental Health Court team. In order to track your progress and compliance you will need to call, meet with, and provide documentation to your case manager. How often you do these things depends on your phase. Please see below for details:

	Phase 1	Phase 2	Phase 3
How often will I need to meet with my Case Manager?	Weekly	Once every two weeks	Once every four weeks

Please note that you may be asked to meet with your Case Manager or J-CAP staff more frequently if the team feels these meetings will help you to be more successful in the program.

INCENTIVES

As you make progress in Mental Health Court and achieve various goals, you will be given “incentives” or rewards.

Incentives include:

- **Verbal Praise from the Judge**

- The Judge will verbally acknowledge achievements made between court appearances.
- Examples of behaviors that may lead to verbal praise from the Judge are:
 - Complying with an appointment.
 - Making progress towards medication compliance.
 - Significant lengths of sobriety if sobriety is a part of your Care Plan.

- **Phase promotion**

- When you move from one phase to another, you are given a certificate.

- **Certificate for Participant of the Month**

- This is a certificate to acknowledge your outstanding performance over the past month. This will be decided by the Mental Health Court team.

- **Guisseppi's Gift Card**

- You will be given a \$5 gift card to Guisseppi's for behavior that exceeds basic expectations.
- Examples of behavior that may lead to a \$5 Guisseppi gift card are:
 - An act of kindness.
 - Noteworthy participation in treatment or housing.

- **Letter of Recommendation**

- The letter of recommendation will be completed by a member of the Mental Health Court team outlining your success in the program. This would occur upon completion of a long term goal.
- Examples of behavior that may lead to a letter of recommendation are:
 - Maintaining all appointments for 30 days.

RESPONSES TO UNDESIRED BEHAVIOR

Montgomery County Circuit Court Mental Health Court Responses Matrix

Matrix items outline the type of program infraction along with corresponding options for possible responses. The court will decide response(s) based on the facts surrounding the infraction along with the recommendations of the Circuit Court Mental Health Court team.

Failure to Appear for Treatment	<ul style="list-style-type: none"> • Verbal warning • Increase court reporting • Mandatory meeting with psychiatrist • Increase level of care • Writing assignment • Incarceration • Termination
Failure to Appear for Case Management or J-CAP Staff Meeting	<ul style="list-style-type: none"> • Verbal warning • Additional meeting with case manager or J-CAP staff • Writing assignment
Failure to Appear for Probation	<ul style="list-style-type: none"> • Verbal warning • Increase reporting requirement • Writing assignment
Failure to Follow Up with Treatment Recommendations	<ul style="list-style-type: none"> • Verbal warning • Increase court reporting • Mandatory meeting with psychiatrist • Increase level of care • Writing assignment • Incarceration • Termination
Failure to Comply with Medication	<ul style="list-style-type: none"> • Verbal warning • Increase court reporting • Mandatory meeting with psychiatrist • Increase level of care • Writing assignment • Incarceration • Termination
Failure to Comply with Court Ordered Sanction	<ul style="list-style-type: none"> • Verbal warning • Increase court reporting • Community service • Increase level of care • Weekender Work Program • Incarceration • Termination
Failure to Comply with Therapeutic Response	<ul style="list-style-type: none"> • Verbal warning • Increase court reporting • Mandatory meeting with psychiatrist • Increase level of care • Writing assignment • Incarceration • Termination
Failure to Comply with Housing	<ul style="list-style-type: none"> • Verbal warning • Apology to house/landlord

	<ul style="list-style-type: none"> • Increase chores or other responsibilities required by house • Increase urinalysis • Increase participation in treatment
Abscond from Residential Placement	<ul style="list-style-type: none"> • Letter of explanation from client • Increase level of care • Warrant • Incarceration • Termination
Failure to Appear to Court <i>Response will only be imposed if there is no knowledge as to whereabouts of client. A bench warrant will be issued. Responses outlined will be applied once client has been located.</i>	<ul style="list-style-type: none"> • Verbal warning • Writing assignment • Three-way meeting • Increase court appearances
Failure to Appear to Three Consecutive Appointments <i>This includes any combination of appointments required by participation in Circuit Court Mental Health Court</i>	<ul style="list-style-type: none"> • Verbal warning • Increase court reporting • Mandatory meeting with psychiatrist • Increase level of care • Writing assignment • Warrant • Incarceration • Termination
New Arrest	<ul style="list-style-type: none"> • Verbal warning • No contact order • Stay away order • Increase urinalysis • Increase court appearances • Incarceration
New Conviction	<ul style="list-style-type: none"> • Apology during court session • Increase court appearances • Restart program • Incarceration • Termination
Positive/Failure to Appear to Urinalysis	<ul style="list-style-type: none"> • Increase AA/NA meeting attendance • Increase urinalysis • Increase level of care • Incarceration
Failure to Provide Meeting Slip(s)	<ul style="list-style-type: none"> • Increase AA/NA meeting attendance • Increase urinalysis • Writing assignment • Require client to attend AA/NA meeting with MHC staff
Forged Meeting Slip(s)	<ul style="list-style-type: none"> • Increase AA/NA meeting attendance • Apology during court session • Require client to attend AA/NA meeting with MHC staff

Highlighted portions of the response matrix only apply to clients in need of and stable enough for substance abuse treatment. This will be determined by J-CAP staff and reported to the court.

COMMUNITY SERVICE AND THE WEEKENDER WORKCREW PROGRAM

Community Service:

Court ordered volunteer work is called “community service.”

- These hours can be completed at the Habitat for Humanity ReSTORE
- You are responsible for signing up for these hours. If you need help with the process, you must ask your case manager for assistance.
- To sign up you must:
 - Go to <http://habitatmm.org>
 - Click VOLUNTEER
 - Scroll down and click ReStore
 - Click SIGN UP FOR A SHIFT AT ReStore
 - Click Register Now
 - Fill out all necessary information and select a day to report. You must sign up for **two** sessions in order to satisfy a full day of community service.

Weekender Workcrew Program:

A more structured version of community service is the Weekender Work Program. The rules and reporting instructions for this program are listed on the next two pages.

It is very important that you follow all of the rules of this program and comply with all of the reporting instructions.

If you are not successful with attending the Weekender Work Program, you face incarceration.



DEPARTMENT OF CORRECTION AND REHABILITATION

Isiah Leggett
County Executive

Arthur M. Wallenstein
Director

WEEKENDER WORKCREW PROGRAM INFORMATION SHEET

You have been sentenced to participate in the Montgomery County Department of Correction and Rehabilitation Weekend Workcrew Program in lieu of consecutive days of confinement within a correctional facility.

As a sentenced participant of the weekend workcrew (further referenced in this document as the WWC Program) you agree to abide by the following provisions, regulations and expectations of this program which offers you as the participant an alternative to incarceration.

Should you fail to meet the following conditions of your participation, upon due process, your sentence will be converted to a straight time sentence.

You will be supervised in this program by an officer of the Montgomery County Department of Correction and Rehabilitation and be in their custody for the consecutive weekends noted on your commitment.

PROGRAM REQUIREMENTS

1. Report to the designated community site by 8:15am each Saturday and Sunday as assigned. Transportation to and from the site is your responsibility. The site is on the Montgomery County Public Transport System.
2. Report with no signs or symptoms of alcohol or drug about your person.
3. Submit upon request to any form of drug or alcohol detection and monitoring as utilized by Montgomery County DOCR.
4. Remain in physical condition to conduct light outdoor work which may include, but not limited to, painting, garbage pick-up, lawn maintenance, weed removal and other beautification processes in a community setting.
5. Bring with you a lunch each day. The crew will eat as a group. You will not be permitted to purchase a meal while in the community.
6. Required attire will be long pants and a shirt or outerwear appropriate for weather conditions. Cut off or sleeveless shirts will not be permitted. Safety equipment will be provided.
7. Maintain appropriate behavior, demeanor and language at all times while participating on the program and interacting with other program participants and the public.

OVER

Montgomery County Detention Center

1307 Seven Locks Road • Rockville, Maryland 20854 • 240-777-9960
www.montgomerycountymd.gov



DEPARTMENT OF CORRECTION AND REHABILITATION

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8. Needed medications will be kept on your person and provided at your expense. You will advise the officer each weekend when reporting what medication you have on your person.
9. As a condition of your participation, all weekenders fees are waived by the department (this does not include court costs and/or probation fees as ordered by the courts).

Pre-Booking: Any individual sentenced to serve on the Weekender Workcrew Program must participate in pre-booking. Pre-Booking is complete at the Montgomery County Detention Center Monday through Wednesday from 8:00am through 11:00am and or 1:00pm through 4:00pm. You should bring with you your ID and copy of your commitment. You will be assigned your worksite at that time, and receive any final instructions to assist you in the successful completion of this sentence.

Robert L. Green, Warden
Detention Services Division

Montgomery County Detention Center

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